



# St Mary's Catholic K-10 School Wellington



## ICT Plan 2011 - 2013

	ICT Drivers	Performance Area	Focus	Key Activities	Resources	Measure of Attainment	Current Status / Priority *	Funding Source **	Allocated Budget (\$)
<b>Leadership</b>	<b>Enabling Teaching and Learning</b>	ICT Policy Development	Leaders	<ul style="list-style-type: none"> <li>•Identify current situation – gather info</li> <li>•Gather ideas for development and direction of ICT</li> <li>•Document decisions</li> </ul>	<ul style="list-style-type: none"> <li>•Students, Parents, Staff</li> <li>•Best practice documentation</li> </ul>	•Policy documentation evident	Working towards / High	Nil outlay	Nil outlay
		Share Leadership	Teachers	<ul style="list-style-type: none"> <li>•Identify and engage key teachers to lead and support eLearning</li> </ul>	<ul style="list-style-type: none"> <li>•ICT Coordinator</li> <li>•Technology Mentors</li> <li>•Best practice teachers</li> </ul>	<ul style="list-style-type: none"> <li>•Key ICT leaders identified</li> <li>•Support network evident</li> <li>•Variety of teachers sharing skills</li> </ul>	Working Towards / Medium	Nil outlay	Nil outlay
		Parent participation in child's learning through ICT	Parents	<ul style="list-style-type: none"> <li>•Provide information on ICT:               <ul style="list-style-type: none"> <li>-in newsletter</li> <li>-by letters/notes</li> </ul> </li> <li>•Information seminars for parents</li> </ul>	<ul style="list-style-type: none"> <li>•Cyber safety sites</li> <li>•ICT Coordinator</li> </ul>	<ul style="list-style-type: none"> <li>•Parent attendance at meetings</li> <li>•Post parent ICT surveys</li> </ul>	Working Towards / Low	Nil outlay	Nil outlay
		Identify ICT Skills implementation in KLA/Year Level programming and embed the latest Learning Objects	Curriculum	<ul style="list-style-type: none"> <li>•Review BOS ICT requirement and current implementation</li> <li>•Identify strengths weaknesses</li> <li>•Identify appropriate development and learning objects</li> </ul>	<ul style="list-style-type: none"> <li>•AP</li> <li>•Coordinators</li> <li>•Resource Centre</li> <li>•CeNet</li> </ul>	•All KLA / Year Level programs reviewed and updated for ICT skills& content by end 2012	Enhancing / Low	Nil outlay	Nil outlay



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<b>Teacher Capability</b>	<b>Developing Professionals</b>	Attaining ICT competence	Teachers	<ul style="list-style-type: none"> <li>•Identify participants</li> <li>•Setup a school-based mentoring</li> <li>•Staff attend professional development on a needs basis</li> </ul>	<ul style="list-style-type: none"> <li>•Web 2.0</li> <li>•School ICT Leaders</li> <li>•ICT Certificate online community</li> <li>•Online learning course</li> <li>•Staff ICT skills pre-survey</li> <li>•Variety of ICT courses and presenters</li> </ul>	<ul style="list-style-type: none"> <li>•Post staff ICT skills survey</li> <li>•Increased demonstration of staff skills at staff meetings</li> <li>•Attendance at professional development opportunities</li> </ul>	Maintaining / High	Computers for Teachers program  General School Grant	
		Interactive White Board Usage	Teachers	<ul style="list-style-type: none"> <li>•Professional Development</li> <li>•School based sharing of skills / knowledge</li> </ul>	<ul style="list-style-type: none"> <li>•Promethean presenters</li> <li>•School ICT leaders</li> </ul>	<ul style="list-style-type: none"> <li>•Staff attend Course / meetings</li> <li>•Post staff ICT skills survey</li> </ul>	Working towards / Medium	General School Grant	
		Management of IT's and systems	ICT leaders	<ul style="list-style-type: none"> <li>•Professional Development</li> </ul>	<ul style="list-style-type: none"> <li>•Comp Now Course – Yearly</li> <li>•Identify other sources of in-service</li> </ul>	<ul style="list-style-type: none"> <li>•Attend Course</li> </ul>	Enhancing / High		?
		Syllabus ICT implementation	Teachers	<ul style="list-style-type: none"> <li>•Increasing teacher knowledge of BOS ICT requirements</li> <li>•Increasing profile of ICT skills</li> </ul>	<ul style="list-style-type: none"> <li>•School ICT leaders</li> <li>•Teachers</li> <li>•Primary / Secondary Coordinators</li> <li>•Teacher planning time</li> </ul>	<ul style="list-style-type: none"> <li>•Staff discussion / feedback at meetings</li> <li>•Evidence of ICT in programming</li> </ul>	Maintaining / Medium		



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<b>Learning Resources</b>	<b>Supporting Learners</b>	Cyber Safety	Students	<ul style="list-style-type: none"> <li>•Investigate &amp; Implement Program for addressing Cyber Safety</li> <li>•Information sessions for parents on Cyber-safety</li> <li>•Display Information in Lab / Class</li> </ul>	<ul style="list-style-type: none"> <li>•Cyber safety websites and digital material</li> <li>•Posters</li> <li>•Presenters including Const Marty Paice, Dubbo Police Youth Liaison Officer</li> </ul>	<ul style="list-style-type: none"> <li>•Ongoing surveys regarding knowledge / awareness of Cyber safety issues and ability to deal with issues.</li> </ul>	Working Towards / High		
		Review current levels of technical support	Technical	<ul style="list-style-type: none"> <li>•Monitor and maintain existing employment arrangements of 1 day per fortnight and on need.</li> </ul>	<ul style="list-style-type: none"> <li>•Technician</li> </ul>	<ul style="list-style-type: none"> <li>•Current hours of support remains constant</li> </ul>	Maintaining / Low	Salaries	



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<b>Infrastructure</b>	<b>Building Infrastructure</b>	Information Back-up	Executive/stand alone Laptop	<ul style="list-style-type: none"> <li>•Back-up each laptop of:               <ul style="list-style-type: none"> <li>- Executive staff</li> <li>-Secretary</li> <li>-ICT Coordinator</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>•Hard drives</li> <li>•Cables or wireless for time capsule</li> </ul>	•Laptops backed-up to devices	Working towards / Medium		
		Reliability	Maintenance & upkeep	<ul style="list-style-type: none"> <li>•Replace faulty Ethernet cables</li> <li>•Replace faulty mice</li> <li>•Replace faulty or missing power adapters</li> </ul>	<ul style="list-style-type: none"> <li>•Ethernet Cables</li> <li>•Mice</li> <li>•Power Adapters</li> </ul>	<ul style="list-style-type: none"> <li>•Minimal issues regarding this hardware.</li> <li>•Reliable operation and connectivity</li> </ul>	Maintaining / Low		
		Outfit new buildings with ICT	Accessibility to ICT	<ul style="list-style-type: none"> <li>•Identify appropriate room structure for computers terminals.</li> <li>•Image and situate computers in new buildings</li> </ul>	<ul style="list-style-type: none"> <li>•Project Coordinator</li> <li>•Funding</li> </ul>	Finalisation of new building ICT structures by commencement of Term 4 2011	Working towards / High		
		Expand network to new buildings	Connectivity	<ul style="list-style-type: none"> <li>•In consultation with CEO and building architect, identify appropriate building / room network plan including Ethernet data points and wireless hardware.</li> </ul>	<ul style="list-style-type: none"> <li>•ICT Coordinator</li> <li>•Principal</li> <li>•Architect</li> <li>•CEO contacts</li> </ul>	<ul style="list-style-type: none"> <li>•Installation by middle of Term 3 2011</li> </ul>	Enhancing / High	•Govt Grants	



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## **\*Current status and Priority.**

Select from:

Status - •Working towards  
•Maintaining  
•Enhancing

Priority - •High  
•Medium  
•Low

## **\*\* Funding source.**

Select from:

- ICT School Levy
- General School Grant
- Parents and Citizens funding
- National Secondary Schools Computer Fund
- DEEWR
- Low SES National Partnerships
- Donations